Michigan Department of Treasury 496 (02/06) Auditing Procedures Report

Issued	l under l	P.A. 2	of 1968, as ame	nded and P.A.	71 of 1919, a	as amen	nded			
Loca	ıl Unit c	f Gov	ernment Type		Lo	ocal Ur	nit Name			County
	ounty	⊠ Cit	ty 🗌 Twp 🗌	Village □ C	Other C	ity of A	uburn			Bay
	al Year	End		Opinion Dat	e	-	Date Audit Report	t Submitt		1
	Jun	e 30,	2006	Septem	ber 22, 200)6			12/6/06	
We aff	irm that	:								
We are	e certifie	d publ	ic accountants li	censed to prac	tice in Michig	jan.				
			following mater and recommend		ses have be	en discl	osed in the financial s	tatements	s, including the note	s, or in the Management Letter
	YES	9	Check each a	pplicable box	below. (See	e instruc	tions for further detail.)		
1.	\boxtimes		All required correporting entity					ed in the fi	nancial statements	and/or disclosed in the
2.	\boxtimes		There are no a or the local uni					ed fund ba	alances/unrestricted	I net assets (P.A. 275 of 1980)
3.	\boxtimes		The local unit i	s in compliance	e with the Un	iform Cl	hart of Accounts issue	d by the D	Department of Treas	sury.
4.	\boxtimes		The local unit h	nas adopted a l	oudget for all	require	d funds.			
5.	\boxtimes		A public hearin	g on the budge	et was held ir	accord	lance with State statut	e.		
6.			The local unit h					ed under t	he Emergency Mun	icipal Loan Act, or other
7.	\boxtimes		The local unit h	nas not been de	elinquent in d	listributi	ng tax revenues that v	vere colle	cted for another tax	ing unit.
8.	\boxtimes		The local unit of	only holds depo	sits/investme	ents tha	t comply with statutory	/ requirem	nents.	
9.							nditures that came to c Appendix H of Bulletir		on as defined in the	Bulletin for Audits of Local
10.			not been previo	ously communi	cated to the	Local Au				ne course of our audit that have activity that has not been
11.	\boxtimes		The local unit i	s free of repeat	ted comment	s from p	orevious years.			
12.	\boxtimes		The audit opini	ion is UNQUAL	IFIED.					
13.			The local unit haccounting prin			or GAS	SB 34 as modified by N	ICGAA S	tatement #7 and oth	ner generally accepted
14.	\boxtimes		The board or c	ouncil approve	s all invoices	prior to	payment as required	by charte	r or statute.	
15.	\boxtimes		To our knowled	dge, bank reco	nciliations tha	at were	reviewed were perforn	ned timely	<i>/</i> .	
any o										ity and is not included in this or ption(s) of the authority and/or
I, the	undersi	gned,	certify that this s	tatement is cor	mplete and a	ccurate	in all respects.			
We h	ave en	losed	the following:		Enclosed	Not	Required (enter a brie	f justificat	ion)	
Finar	ncial Sta	temen	ts		\boxtimes					
The I	etter of	Comm	ents and Recom	mendations	\boxtimes					
Othe	r (Descr	ibe)								
Yeo 8	& Yeo, F	P.C.	countant (Firm Na	ame)				Telepho 989-793	one Number 3-9830	
	t Addre Davenp					Ci Sa	ty aginaw	State MI		Zip 48602
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Auburn, Michigan

Annual Financial Statements and Auditors' Report June 30, 2006



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City of Auburn List of Elected and Appointed Officials June 30, 2006

City Council

John McNally

Richard Fletcher

Ann Machelski

B.J. Raab

Commissioner

William Reder

Sandra Henning

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

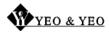
Other Officers and Officials

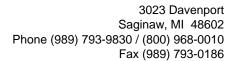
JoElla Krantz

City Administrator

Lucille Wiesenauer

City Clerk/Treasurer







Independent Auditors' Report

To the Honorable Mayor and Members of the City Council City of Auburn

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Auburn as of and for the year ended June 30, 2006, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Auburn as of June 30, 2006 and the respective changes in financial position and cash flows, where applicable, thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 22, 2006 on our consideration of the City of Auburn internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis and budgetary comparison information identified in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Auburn's basic financial statements. The accompanying other supplemental information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

September 22, 2006

Yes & Yes, P.C.

Saginaw, Michigan

As management of the City of Auburn, Michigan, we offer readers of the City's financial statement this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2006. Please read it in conjunction with the City's basic financial statements, which begin immediately following this analysis. This annual financial report consists of four parts – Management's Discussion and Analysis (this section), the Basic Financial Statements, Required Supplemental Information and Other Supplemental Information.

Financial Highlights

- This City's financial statements are prepared using two different accounting standards resulting in fund financial statements and government-wide statements.
- Government-wide financial statements are comprised of governmental activities and business-type activities. Governmental
 activities include General Fund activities such as Public Safety and Parks and Recreation. Business-type activities include
 proprietary funds such as Water and Sewer.
 - o In total, the assets of the City exceed its liabilities by \$4,560,173 at the close of the most recent fiscal year.
 - \$2,684,097 is invested in Capital Assets, net of related debt;
 - \$288,292 is restricted for specific purposes.
 - \$1,587,784 is unrestricted and may be used to meet the government's ongoing obligations to citizens and creditors, subject to the purpose of the fund in which they are located. This balance is comprised of \$1,228,933 in governmental activities and \$358,851 in business-type activities.
 - o The City's total net assets increased by \$366,069 during the year, primarily due to increased infrastructure.
 - o The City's bonded debt decreased by \$107,529 (new issues less retirements), during the fiscal year.
- Fund financial statements are comprised of 8 governmental funds and 3 proprietary funds. Governmental funds include the General Fund, Major and Local Street Funds, Street Repair Millage Fund, and other special revenue and debt service funds.
 - At the close of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$1,182,578.
 - Of the fund balance amount, \$894,286 is unreserved and may be used to meet the government's ongoing obligations to citizens and creditors, subject to the purpose of the fund in which they are located.
 - The City's major funds, the General Fund (\$586,635), Major Street Fund (\$52,540), Local Street Fund (\$19,217) and the Street Repair Millage Fund (\$225,880) account for 99% of this unreserved balance. The remaining amount is represented across the other 4 non-major funds.
 - The general fund recognized a gain of \$43,121. At the end of the current fiscal year, unreserved general fund balance was 72% of the total general fund expenditures.

Overview of the Basic Financial Statement

This discussion and analysis are intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-wide financial statements.

The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The Statement of Net Assets includes all of the City's assets and liabilities, with the difference between the two reported as net assets. Over time, increases in net assets may serve as a useful indicator of whether the City's financial position is improving or deteriorating. Net assets are displayed in three categories:

- Invested in Capital Assets, Net of Related Debt
- Restricted
- Unrestricted

The Statement of Activities presents information showing how the City's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include: general government, public safety, streets, sanitation and recreation. The business-type activities of the City include: a water and sewer system and motor pool.

The government-wide financial statements include not only the City itself (known as the primary government), but also the Downtown Development Authority. Financial information for this component unit is reported separately from the financial information presented for the primary government itself.

Fund Financial Statement. The fund financial statements provide more detailed information about the City's major funds individually. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Auburn, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus on governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City of Auburn maintains eight (8) individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Major Street Fund, Local Street Fund and the Street Repair Millage Fund which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The City adopts an annual appropriated budget for its general fund and special revenue funds. A budgetary comparison statement has been provided for the general and other major funds to demonstrate compliance with this budget.

Proprietary funds. The City of Auburn maintains three (3) proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its water and sewer activity. The internal service fund is an accounting device used to accumulate and allocate costs internally among the City's various functions. The City of Auburn uses an internal service fund to account for its fleet of vehicles and other equipment.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Analysis of the Government-Wide Financial Statements

The following table shows, in a condensed format, the net assets as of the current date and compared to the prior year:

	Governmental Activities				Business-ty	ре А	ctivities	To		
	 2006		2005		2006		2005	 2006		2005
Assets										
Current and other assets	\$ 1,638,034	\$	1,655,525	\$	132,051	\$	397,929	\$ 1,770,085	\$	2,053,454
Capital assets	 903,148		575,810		2,922,645		2,705,528	 3,825,793		3,281,338
Total assets	 2,541,182		2,231,335		3,054,696		3,103,457	 5,595,878		5,334,792
Liabilities										
Current liabilities	52,093		59,521		58,200		56,231	110,293		115,752
Long-term liabilities	 873,219		945,143		52,193		79,793	 925,412		1,024,936
Total liabilities	 925,312		1,004,664		110,393		136,024	 1,035,705		1,140,688
Net assets										
Invested in capital assets -										
Net of related debt	98,645		(308,622)		2,585,452		2,600,735	2,684,097		2,292,113
Restricted	288,292		2,968		-		-	288,292		2,968
Unrestricted	 1,228,933		1,532,325		358,851		366,698	1,587,784		1,899,023
Total net assets	\$ 1,615,870	\$	1,226,671	\$	2,944,303	\$	2,967,433	\$ 4,560,173	\$	4,194,104

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In the case of the City Of Auburn, assets exceeded liabilities by \$4,560,173 at the close of the most recent fiscal year. City of Auburn's increase in net assets for this fiscal year amounts to \$366,069.

The largest portion of the City's net assets (59%) reflects its investment in capital assets (e.g. land, buildings, machinery, and equipment), less any accumulated depreciation and related debt used to acquire those assets that is still outstanding. The City used these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investments in its capital is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net assets \$288,292 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$1,587,784 may be used to meet the City's ongoing obligations to citizens and creditors.

City's Changes in Net Assets:

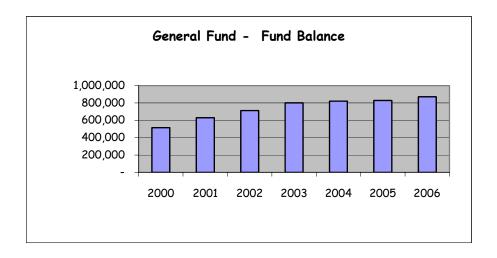
		Governmental Activities Business-type Activities					ctivities	To	tal		
	_	2006		2005		2006		2005	 2006		2005
Revenue											
Program revenue											
Charges for services	\$	138,104	\$	107,057	\$	522,091	\$	587,674	\$ 660,195	\$	694,731
Operating grants and contributions		146,520		141,889		· -		· -	146,520		141,889
General revenue		,		,					•		,
Property taxes		717,126		685,035		-		-	717,126		685,035
State-shared revenue		226,101		198,385		-		-	226,101		198,385
Interest		38,494		22,642		5,288		3,956	43,782		26,598
Miscellaneous		36,163		66,173		2,090		1,011	38,253		67,184
Transfers		(12,400)		(12,400)		12,400	_	12,400	 		<u> </u>
Total revenue		1,290,108		1,208,781		541,869		605,041	 1,831,977		1,813,822
Program expenses											
General government		193,611		168,578		-		-	193,611		168,578
Public safety		229,014		239,272		-		-	229,014		239,272
Public works		350,055		307,369		_		-	350,055		307,369
Community and economic development		7,075		6,611		-		-	7,075		6,611
Recreation and culture		71,317		74,623		-		-	71,317		74,623
Interest on long-term debt		49,837		54,570		-		-	49,837		54,570
Water and sewer				<u>-</u>		564,999		531,775	 564,999		531,775
Total program expenses		900,909		851,023		564,999		531,775	 1,465,908		1,382,798
Change in net assets	\$	389,199	\$	357,758	\$	(23,130)	\$	73,266	\$ 366,069	\$	431,024

Governmental Activities. Governmental activities increased the City's net assets by \$389,199.

City of Auburn Funds

General Fund

The General Fund is the chief operating fund of the City. As of the end of the fiscal year, total fund balance for the General Fund was \$871,635, an increase of \$43,121 over prior year balance, a 5% increase over the previous year. Following is a chart of the General Fund fund balance trend over the past seven years.



Major and Local Street Funds

The State of Michigan provides municipalities revenues from gas and weight taxes to reimburse expenditures for the maintenance and construction of the local street system. The State requires that these expenditures be segregated into a Major Street component and a Local street component. The City uses the funds for improvements to the City street system, along with contributions from the Street Repair Millage Fund. Major Street fund balance had a decrease of \$61,970 and the Local Street fund balance had a decrease of \$11,622 due mainly to street improvement projects.

Street Repair Millage Fund

The City's millage for road construction and improvements are accounted for in this fund. The decrease in fund balance of \$101,533 was for transfers to the Major and Local Funds for street improvement projects.

Business-type activities. Business-type activities decreased the City's net assets by \$23,130. The Water Fund continued to invest capital assets to replace its aging infrastructure. The Sewer Fund will continue to build capital reserves for future replacement and repairs of the Nine Mile Road pump station.

Budgetary Highlights

Budget and actual comparison statements are provided in the Budgetary Comparison Schedule for the General Fund and all major special revenue funds with annually appropriated budgets. These statements show the original budget, final budget, actual amounts, and the variances between actual and final budgeted amounts. Operating the City is a dynamic undertaking and budget amendments are approved throughout the year. Budgets are revised for a variety of reasons, such unanticipated revenues or unforeseen expenditures. Over the course of the fiscal year the City Commission revised the budget two times.

Capital Asset and Debt Administration

Capital assets. At June 30, 2006 the City had \$3.8 million invested in capital assets, including buildings, equipment, park and recreation facilities and water and sewer lines.

Long-Term Debt. At June 30, 2006, the City of Auburn had total bonded debt outstanding of \$856,696. Additional information can be found in the Notes to the Financial Statements, Note 8.

Economic Factors

The General Operating Fund of the City is primarily reliant on distributions of state shared revenues and property taxes. State shared revenues have continued to decline. State revenues are at their lowest since 1970. At this writing, the State of Michigan's revenues are, once again, falling below projections. This may impact Auburn through further reductions in State revenue sharing. To date these revenue reductions have been masked because of our growth and increased property tax revenues. The City will continue to monitor revenues and expenditures to ensure the City maintains a balanced budget.

Financial Contact

The City's financial statements are designed to present users (citizens, taxpayers, customers, investors, and creditors) with a general overview of the City's finances and to demonstrate the City's accountability. If you have questions about the report or need additional financial information, please contact the City's Administrator at 113 E. Elm Street, Auburn, Michigan 48611.

City of Auburn Statement of Net Assets June 30, 2006

	Primary Government									
		overnmental Activities		siness-type Activities	Total		Co	omponent Unit		
Assets										
Cash and cash equivalents	\$	1,208,988	\$	281,741	\$	1,490,729	\$	443,648		
Receivables										
Taxes		25,018		-		25,018		-		
Customers		21,371		77,826		99,197		-		
Special assessments		23,985		-		23,985		-		
Accrued interest and other		2,231		-		2,231		1,104		
Due from other units of government		84,688		-		84,688		-		
Internal balances		265,686		(265,686)		-		-		
Prepaid items		6,067		38,170		44,237		-		
Nondepreciable capital assets		61,570		36,000		97,570		13,000		
Depreciable capital assets, net		841,578	_	2,886,645	_	3,728,223		11,575		
Total assets	_	2,541,182		3,054,696		5,595,878		469,327		
Liabilities										
Accounts payable		23,731		56,885		80,616		163		
Accrued and other liabilities		26,751		1,201		27,952		-		
Due to other units of government		1,611		114		1,725		-		
Noncurrent liabilities										
Due within one year		79,929		27,600		107,529		-		
Due in more than one year		793,290		24,593		817,883				
Total liabilities		925,312		110,393		1,035,705		163		
Net Assets										
Invested in capital assets, net of related debt		98,645		2,585,452		2,684,097		-		
Restricted for:		•								
Debt service		3,292		-		3,292		-		
Long-term advances		285,000		-		285,000		-		
Unrestricted	_	1,228,933	_	358,851		1,587,784		469,164		
Total net assets	<u>\$</u>	1,615,870	<u>\$</u>	2,944,303	\$	4,560,173	\$	469,164		

Statement of Activities

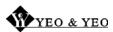
For the Year Ended June 30, 2006

			_	F	Prog	ram Revenı	ues	3								
			0			perating		Capital	_			y Governme	nt		,	2
	ı	Expenses		narges for Services		rants and ntributions		Grants and Contributions	G	Sovernmental Activities		siness-type Activities		Total	(Component Unit
Functions/Programs																
Primary government																
Governmental activities General government	\$	193,611	\$	18,151	\$	_	\$	_	\$	(175,460)	\$	_	\$	(175,460)	\$	_
Public safety	Ψ	229,014	Ψ	2,970	Ψ	_	Ψ	-	Ψ	(226,044)	Ψ	_	Ψ	(226,044)	Ψ	_
Public works		350,055		108,334		146,520		-		(95,201)		-		(95,201)		-
Community and economic		,		,		,				, , ,				(, ,		
development		7,075		725		-		-		(6,350)		-		(6,350)		-
Recreation and culture		71,317		7,924		-		-		(63,393)		-		(63,393)		-
Interest on long-term debt		49,837	_	-			_	<u> </u>		(49,837)	_		_	(49,837)		<u> </u>
Total governmental activities		900,909		138,104		146,520	_			(616,285)				(616,285)		<u>-</u> _
Business-type activities																
Sewer		271,174		247,120		-		-		-		(24,054)		(24,054)		-
Water		293,825	_	274,971		-	_					(18,854)		(18,854)		
Total business-type activities		564,999		522,091			_			<u>-</u>		(42,908)		(42,908)		<u>-</u>
Total primary government	\$	1,465,908	\$	660,195	\$	146,520	\$	-		(616,285)		(42,908)		(659,193)		<u>-</u>
Component unit																
Downtown Development Authority	\$	310,540	\$		\$		\$									(310,540)
	Ge	neral revenu	6 8													
		Property taxes								717,126		-		717,126		177,818
		State shared r		nue						226,101		-		226,101		· -
	L	Jnrestricted ir	ives	stment earr	nings	;				38,494		5,288		43,782		12,806
		/liscellaneous	5							36,163		2,090		38,253		-
	Tra	ansfers								(12,400)	_	12,400	_			<u>-</u>
		Total genera	ıl re	venues an	d tra	nsfers			_	1,005,484		19,778	_	1,025,262	_	(119,916)
	Ch	ange in net a	sse	ts						389,199		(23,130)		366,069		(119,916)
	Ne	t assets - beç	s - beginning of year					1,226,671		2,967,433		4,194,104		589,080		
	Ne	t assets - end	d of year		<u> </u>		\$	1,615,870	\$	2,944,303	<u>\$</u>	4,560,173	\$	469,164		

City of Auburn Governmental Funds Balance Sheet

June 30, 2006

		Spe	ecial	Revenue Fu	i					
	 General	Major Street		Local Street		Street Repair Millage	Gov	onmajor vernmental Funds	Go	Total overnmental Funds
Assets										
Cash and cash equivalents	\$ 548,934	\$ 39,950	\$	12,181	\$	218,156	\$	13,103	\$	832,324
Receivables										
Taxes	17,294	-		-		7,724		-		25,018
Customers	21,168	-		-		-		203		21,371
Special assessments	23,985	-		-		-		-		23,985
Accrued interest and other	2,231	-		-		-		-		2,231
Due from other units of government	61,550	16,487		6,651		-		-		84,688
Due from other funds	-	-		4,122		-		-		4,122
Prepaid items	4,508	463		670		-		-		5,641
Advances to other funds	 285,000	 								285,000
Total assets	\$ 964,670	\$ 56,900	\$	23,624	\$	225,880	\$	13,306	\$	1,284,380



Governmental Funds

Balance Sheet

June 30, 2006

				Spe	ecial	Revenue Fu	;					
		General		Major Street		Local Street		Street Repair Millage	Nonmajor Governmenta Funds		Go	Total overnmental Funds
Liabilities												
Accounts payable	\$	19,388	\$	-	\$	3,601	\$	-	\$	-	\$	22,989
Accrued and other liabilities		11,970		218		744		-		-		12,932
Due to other funds		-		4,122		-		-		-		4,122
Due to other units of government		1,475		20		62		-		-		1,557
Deferred revenue		60,202										60,202
Total liabilities	_	93,035		4,360		4,407						101,802
Fund Balances												
Reserved for:												
Debt service		-		-		-		-		3,292		3,292
Long-term advances		285,000		-		-		-		-		285,000
Unreserved, reported in:												
General fund		586,635		-		-		-		-		586,635
Special revenue funds			_	52,540	_	19,217		225,880		10,014		307,651
Total fund balances		871,635	_	52,540		19,217		225,880		13,306		1,182,578
Total liabilities and fund balances	<u>\$</u>	964,670	\$	56,900	\$	23,624	\$	225,880	\$	13,306	\$	1,284,380



Governmental Funds

Reconciliation of Fund Balances of Governmental Funds to Net Assets of Governmental Activities June 30, 2006

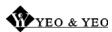
Total fund balances for governmental funds	\$ 1,182,578
Total net assets for governmental activities in the statement of net assets is different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	654,684
Certain receivables are not available to pay for current period expenditures and, therefore are deferred in the funds.	60,202
Certain liabilities are not due and payable in the current period and are not reported in the funds. Accrued interest Compensated absences	(13,116) (68,716)
Long-term liabilities applicable to governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities.	(804,503)
Internal service funds are included as part of governmental activities.	604,741
Net assets of governmental activities	\$ 1,615,870



Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balances For the Year Ended June 30, 2006

	Special Revenue Funds											
		General	_	Major Street		Local Street		Street Repair Millage	Nonmajor Governmen Funds		Go	Total vernmental Funds
Revenues												
Taxes	\$	472,684	\$	-	\$	-	\$	244,442	\$	-	\$	717,126
Licenses and permits		20,196		-		-		-		413		20,609
State revenue sharing		189,884		99,851		40,281		-		-		330,016
Other state grants		-		2,108		4,280		-		-		6,388
Charges for services		108,879		-		-		-		-		108,879
Fines and forfeitures		692		-		-		-		-		692
Interest income		25,461		512		102		6,348		87		32,510
Rental income		5,629		-		-		-		-		5,629
Other revenue		35,507	_	103		148						35,758
Total revenues		858,932		102,574		44,811		250,790		500		1,257,607



Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balances For the Year Ended June 30, 2006

			Special Revenue Funds									
		General		Major Street		Local Street		Street Repair Millage		Nonmajor overnmental Funds	Go	Total overnmental Funds
Expenditures												
Current	•	100 0 10	•		•		•		•		•	100 0 10
General government	\$	186,846	\$	-	\$	-	\$	-	\$	-	\$	186,846
Public safety		234,923		-		-		-		3,944		238,867
Public works		218,803		61,440		88,310		-		-		368,553
Community and economic development		7,075		-		-		-		-		7,075
Recreation and culture		63,036 46,747		- 78,141		- 259,409		-		-		63,036 384,297
Capital outlay Debt service		40,747		70,141		259,409		-		-		304,291
Principal retirement				_		_				79,929		79,929
Interest and fiscal charges		<u>-</u>		-		<u>-</u>		-		51,803		51,803
interest and notal charges							_			0.,000		0.,000
Total expenditures		757,430		139,581		347,719		-		135,676		1,380,406
•												
Excess (deficiency) of												
revenues over expenditures		101,502		(37,007)		(302,908)		250,790		(135,176)		(122,799)
Other financing sources (uses)						004.000				101 001		400.007
Transfers in		- (58,381)		(24,963)		291,286		(252 222)		131,981		423,267
Transfers out		(50,301)		(24,963)				(352,323)				(435,667)
Total other financing sources and uses		(58,381)		(24,963)		291,286		(352,323)		131,981		(12,400)
rotal other marting oddroco and door		(00,001)		(= 1,000)				(00=,0=0)		,		(12,100)
Net change in fund balance		43,121		(61,970)		(11,622)		(101,533)		(3,195)		(135,199)
Fund balance - beginning of year		828,514		114,510		30,839		327,413		16,501		1,317,777
	<u> </u>		<u> </u>		Ф		<u>Ф</u>	-	C		Ф.	
Fund balance - end of year	<u>\$</u>	871,635	\$	52,540	\$	19,217	Φ	225,880	\$	13,306	<u>\$</u>	1,182,578

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Governmental Funds

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities

For the Year Ended June 30, 2006

Net change in fund balances - Total governmental funds	\$ (135,199)
Total change in net assets reported for governmental activities in the statement of activities is different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. Depreciation expense Capital outlay	(36,751) 404,157
Revenues in the statement of activities that do not provide current financial resources are not reported as revenue in the funds.	
State shared revenue Special assessments	36,217 2,700
Expenses are recorded when incurred in the statement of activities Accrued interest Compensated absences	1,966 (8,005)
Bond proceeds are reported as financing sources in the governmental funds and thus contribute to the change in fund balance. In the statement of net assets, however, issuing debt increases long-term liabilities and does not affect the statement of activities. Similarly, repayment of principal is an expenditure in the governmental funds but reduces the liability in the statement of net assets.	
Repayments of long-term debt	79,929
Internal service funds are also included as governmental activities	 44,185
Change in net assets of governmental activities	\$ 389,199



City of Auburn Proprietary Funds Statement of Net Assets June 30, 2006

	Sewer	Water	Total	Internal Service Funds
Assets Current assets Cash and cash equivalents Receivables Customers	\$ 221,299 20,559	\$ 60,442 57,267	\$ 281,741 77,826	\$ 376,664
Prepaid items	37,535	635	38,170	426
Total current assets	279,393	118,344	397,737	377,090
Noncurrent assets Nondepreciable capital assets Depreciable capital assets, net	36,000 1,079,421	- 1,807,224	36,000 2,886,645	- 248,464
Total noncurrent assets	1,115,421	1,807,224	2,922,645	248,464
Total assets	1,394,814	1,925,568	3,320,382	625,554
Liabilities Current liabilities Accounts payable	40,010	16,875	56,885	742
Accrued and other liabilities	489	712	1,201	703
Due to other units of government Current portion of noncurrent liabilities	43 27,600	71 	114 27,600	54
Total current liabilities	68,142	17,658	85,800	1,499
Noncurrent liabilities Advances from other funds Long-term debt net of current portion	- 24,593	285,000	285,000 24,593	<u>-</u>
Total noncurrent liabilities	24,593	285,000	309,593	
Total liabilities	92,735	302,658	395,393	1,499



City of Auburn Proprietary Funds Statement of Net Assets June 30, 2006

	Enterprise Funds							
		Sewer		Water		Total		Internal vice Funds
Net Assets Invested in capital assets, net of related debt Unrestricted	\$	1,063,228 238,851	\$	1,522,224 100,686	\$	2,585,452 339,537	\$	248,464 375,591
Total net assets	\$	1,302,079	\$	1,622,910		2,924,989	<u>\$</u>	624,055
Some amounts reported for business-type activities in the statement of different because certain internal service funds assets and liabilities are business-type activities						19,314		
Net assets of business-type activities					\$	2,944,303		

Proprietary Funds

Statement of Revenues, Expenses and Changes in Fund Net Assets For the Year Ended June 30, 2006

		Enterprise Funds			
	Sewer	Water	Total	Internal Service Funds	
Operating revenue					
Customer fees	\$ 246,220	\$ 273,156	\$ 519,376		
Billings to other funds	-	-	-	181,271	
Connection fees	900	1,815	2,715	-	
Rental income	150	<u>-</u>	150	-	
Other revenue	33	1,907	1,940	94	
Total operating revenue	247,303	276,878	524,181	181,365	
Operating expenses					
Personnel services	33,244	50,069	83,313	26,576	
Supplies	3,340	14,857	18,197	28,892	
Contractual services	160,971	158,155	319,126	1,025	
Utilities	4,165	214	4,379	3,646	
Repairs and maintenance	30,291	23,925	54,216	20,675	
Other expenses	882	3,987	4,869	13,291	
Depreciation	36,223	42,346	78,569	40,559	
Total operating expenses	269,116	293,553	562,669	134,664	
Operating income (loss)	(21,813)	(16,675)	(38,488)	46,701	



Proprietary Funds

Statement of Revenues, Expenses and Changes in Fund Net Assets For the Year Ended June 30, 2006

	Enterprise Funds							
		Sewer		Water		Total	Sei	Internal rvice Funds
Nonoperating revenue (expenses) Interest income Interest expense	\$	4,757 (4,580)	\$	531 (6,250)	\$	5,288 (10,830)	\$	5,984 -
Total nonoperating revenues (expenses)		177		(5,719)		(5,542)		5,984
Income (loss) before transfers in		(21,636)		(22,394)		(44,030)		52,685
Transfers in				12,400		12,400		
Change in net assets		(21,636)		(9,994)		(31,630)		52,685
Net assets - beginning of year		1,323,715		1,632,904				571,370
Net assets - end of year	\$	1,302,079	\$	1,622,910			\$	624,055
Some amounts reported for business-type activities in the statement of activ because the net revenue (expense) of certain internal service funds is report business-type activities						8,500		
Change in net assets of business-type activities					\$	(23,130)		



Proprietary Funds

Statement of Cash Flows

For the Year Ended June 30, 2006

	Business-ty	Internal Service Funds		
	Sewer	Water	Total	Equipment
Cash flows from operating activities Receipts from customers Receipts from interfund users Payments to suppliers Payments to employees Payments for interfund services used	\$ 250,576 - (187,531 (33,244 (9,816) (177,848)) (50,069)	\$ 508,012 - (365,379) (83,313) (33,104)	\$ 94 181,271 (67,889) (26,576)
Net cash provided by operating activities	19,985	6,231	26,216	86,900
Cash flows from noncapital financing activities Transfer from other funds		12,400	12,400	
Cash flows from capital and related financing activities Advances from other funds Purchases/construction of capital assets Principal and interest paid on long-term debt Repayment of interfund borrowings	- (2,059 (32,180 -	, , ,	210,000 (295,686) (38,430) (25,000)	- (491) - -
Net cash used by capital and related financing activities	(34,239)(114,877)	(149,116)	(491)
Cash flows from investing activities Interest received	4,757	531	5,288	5,984
Net increase (decrease) in cash and cash equivalents	(9,497) (95,715)	(105,212)	92,393
Cash and cash equivalents - beginning of year	230,796	156,157	386,953	284,271
Cash and cash equivalents - end of year	\$ 221,299	\$ 60,442	\$ 281,741	\$ 376,664

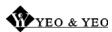


Proprietary Funds

Statement of Cash Flows

For the Year Ended June 30, 2006

	Business-type Activities - Enterprise Funds					Internal Service Fund		
		Sewer		Water		Total	E	quipment
Reconciliation of operating income (loss) to net cash provided (used) by operating activities								
Operating income (loss)	\$	(21,813)	\$	(16,675)	\$	(38,488)	\$	46,701
Adjustments to reconcile operating income to net cash								
from operating activities								
Depreciation and amortization expense		36,223		42,346		78,569		40,559
Changes in assets and liabilities								
Receivables (net)		3,273		(19,442)		(16,169)		-
Prepaid items		167		168		335		197
Accounts payable		2,902		351		3,253		(716)
Accrued and other liabilities		(714)		(482)		(1,196)		153
Due to other units of government		(53)		(35)		(88)		6
Net cash provided by operating activities	<u>\$</u>	19,985	\$	6,231	\$	26,216	\$	86,900



Fiduciary Funds

Statement of Assets and Liabilities June 30, 2006

	<u> </u>	ayroll
Assets Cash and cash equivalents	\$	6,058
Receivables Accrued interest and other		154
Total assets	<u>\$</u>	6,212
Liabilities Due to other units of government	<u>\$</u>	6,212

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting entity

City of Auburn is governed by an elected seven-member Commission. The accompanying financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Although blended component units are legal separate entities, in substance, they are part of the government's operations. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the government (see discussion below for description).

Discretely Presented Component Units – The component unit column in the entity wide financial statements include the financial data of the City's Downtown Development Authority. This unit is reported in a separate column to emphasize that it is legally separate from the City. The members of the Governing Board of the Downtown Development Authority are appointed by the City Council. The budgets and expenditures of the Downtown Development Authority must be approved by the City Council. The City also has the ability to significantly influence operations of the Downtown Development Authority. The Downtown Development Authority does not issue any other form of financial statements except as contained in the City of Auburn annual financial statements.

Jointly Govern Organizations

Auburn-Williams Fire Protection District – The City of Auburn and Williams Township jointly govern the Auburn-Williams Fire Protection District. The funding formula requires the City provide 30% and Williams Township 70% of the operational and building costs. The District has title to all property, plant and equipment. All of the financial operations of the District are recorded in the Auburn-Williams Fire Protection District.

Government-wide and fund financial statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government and its component units. Government activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial



statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting.* Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The government reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Major Street Fund accounts for the maintenance and improvement activities for streets designated as "major" within the City. Funding is primarily through state shared gas and weight taxes.

The Local Street Fund accounts for maintenance and improvement activities for streets designated as "local" within the City. Funding is primarily through state shared gas and weight taxes.

The Street Repair Millage Fund accounts for taxes levied for road construction and improvements.

The government reports the following major proprietary funds:

The Sewer Fund accounts for the activities of the sewage collection system.

The Water Fund accounts for the activities of the water distribution system.

Additionally, the government reports the following:

The nonmajor special revenue fund, Building Inspection Fund, accounts for the proceeds of specific revenue sources requiring separate accounting because of legal or regulatory provisions or administrative requirements.

The debt service funds, 2000 Midland Road Bond Fund, 2000 Michigan Road Transportation Bond Fund, and 1992 Auburn Drain Fund, account for the accumulation of resources for, and payment of governmental activities principal, interest and related costs.



The Internal Service Fund accounts for major machinery and equipment purchases and maintenance provided to other departments of the government on a cost reimbursement basis.

The Deferred Compensation Trust Fund accounts for amounts withheld from employees' pay in accordance with the Internal Revenue Code section 457.

The Payroll Fund and Current Tax Collection Fund account for payroll expenses and property tax and other deposits collected on behalf of other units and individuals, respectively.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the *option* of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes where the amounts are reasonably equivalent in value to the interfund services provided and other charges between the government's water and sewer function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated

resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

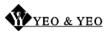
Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the sewer and water funds and the internal service funds are charges to customers for sales and services. The government also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for sewer and water funds and the internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

Assets, liabilities, and net assets or equity

Deposits and investments – Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value based on quoted market price. Certificate of deposits are stated at cost which approximates fair value.

Receivables and payables – In general, outstanding balances between funds are reported as "due to/from other funds." Activity between funds that is representative of lending/borrowing arrangement outstanding at the end of the fiscal year is referred to as "advances to/from other funds." Any residual balances outstanding



between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

All trade and property tax receivables are shown as net of allowance for uncollectible amounts. Property taxes are levied on each July 1st on the taxable valuation of property as of the preceding December 31st. Taxes are considered delinquent on February 15th of the following year, at which time penalties and interest are assessed.

The 2005 taxable valuation of the government totaled \$48,870,547, on which ad valorem taxes consisted of 10.0625 mills for operating purposes, 5.0 for the Auburn drain, and 0.9375 mills for road repairs. This resulted in \$415,833 for operating expenses, \$45,980 for the Auburn drain, and \$244,418 for road repairs, exclusive of any Michigan Tax Tribunal or Board of Review adjustments.

Prepaid items – Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements.

Capital assets – Capital assets, which include property, plant and equipment, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost, if purchased or constructed.

The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or extend its useful life beyond the original estimate. In the case of donations the government values these capital assets at the estimated fair value of the item at the date of its donation.

Property, plant and equipment are depreciated using the straight-line method over the following useful lives:

Buildings	40 to 60 years
Building improvements	15 to 30 years
Roads	20 to 40 years
Other infrastructure	20 to 40 years
Water and sewer lines	50 to 75 years
Vehicles	3 to 5 years

Compensated absences – It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits, which will be paid to employees upon separation from the City. Sick leave is paid only upon retirement and is limited to the lesser of one-half of the total accumulation or 60 days. Employees are paid all of their accumulated vacation pay upon termination of employment for any reason. All vacation and sick pay is accrued when incurred in the government-wide, proprietary, and fiduciary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Long-term obligations – In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as



other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Fund equity – In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purposes. Designations of fund balance represent tentative management plans that are subject to change.

Comparative data

Comparative data is not included in the government's financial statements.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary information

The government is subject to the budgetary control requirements of the Uniform Budgeting Act (P.A. 621 of 1978, as amended). Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for the General Fund and all Special Revenue Funds. All annual appropriations lapse at fiscal year end.

Prior to the first meeting held in June, the City Administrator submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1. Public hearings are obtained to obtain taxpayer comments and the budget is legally enacted through passage of an ordinance prior to July 1.

The budget document presents information by fund, activity, department, and line items. The legal level of budgetary control adopted by the governing body is the activity level. The City

Administrator is authorized to transfer budgeted amounts between line items within an activity; however, any revisions that alter the total expenditures of an activity must be approved by the City Council commission.

Amounts encumbered for purchase orders, contracts, etc. are not tracked during the year. Budget appropriations are considered to be spent when goods are received or services rendered.

Excess of expenditures over appropriations

The City had the following excess of expenditures over appropriations:

	Budget	Actual	Excess
General Fund			
Recreation and culture	\$ 62,800	\$ 63,036	\$ 236
Downtown Development Authority	112,600	235,876	123,276

NOTE 3 - DEPOSITS AND INVESTMENTS

At year end the government's deposits and investments were reported in the basic financial statements in the following categories:

	Cash and
	Cash
	_ Equivalents
Governmental activities	\$ 1,208,988
Business-type activities	281,741
Total primary government	1,490,729
Operation and somit	442.649
Component unit	443,648
Total	\$ 1,934,377
Total	ψ 1,934,311



The breakdown between deposits and investments is as follows:

		Primary	С	omponent
	Government			Unit
Bank deposits (checking and savings accounts, money markets and certificates of deposit)	\$	1,490,579	\$	443,648
Petty cash and cash on hand		150		<u>-</u>
	\$	1,490,729	\$	443,648

Interest rate risk — The government does not have a formal investment policy to manage its exposure to fair value losses from changes in interest rates.

Credit risk – State statutes and the government's investment policy authorize the government to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The local unit is allowed to invest in bonds, securities and other obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers acceptance of United States Banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or any of its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

Concentration of credit risk – The government has no policy that would limit the amount that may be issued in any one issuer.

Custodial credit risk - deposits - In the case of deposits, this is the risk that in the event of bank failure, the government's deposits may not be returned to it. The government does not have a policy for

custodial credit risk. As of year end, \$ 1,159,931 was exposed to custodial credit risk because it was uninsured and uncollateralized.

NOTE 4 - RECEIVABLES AND DEFERRED REVENUE

The only receivable not expected to be collected within one year is as follows:

	Due After One					
		⁄ear	Fund			
Primary government						
Special assessments	\$	23,985	General Fund			

Governmental funds report deferred revenue in connection with receivables for revenue that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received but not yet earned. At the end of the current fiscal year, the various components of deferred revenue are as follows:

Primary government	<u>Una</u>	<u>available</u>
Primary government State shared revenue Special assessments	\$	36,217 23,985
	\$	60,202

NOTE 5 - CAPITAL ASSETS

Capital assets activity of the primary government for the current year was as follows:



Governmental activities Capital assets not being depreciated Land \$ Capital assets being depreciated	61,570	\$ -			
Land <u>\$</u>		\$ -			
_		\$ -			
Ossital assata hairan dan assista d			\$ -	\$	61,570
Capital assets being depreciated					
Land improvements	209,385	-	_		209,385
Infrastructure	67,512	396,766	-		464,278
Buildings, additions and improvements	215,372	-	-		215,372
Machinery and equipment	642,058	7,882	-		649,940
Vehicles	89,793		. <u> </u>		89,793
Total capital assets being depreciated	1,224,120	404,648	<u> </u>	_	1,628,768
Less accumulated depreciation for					
Land improvements	178,875	6,107	· _		184,982
Infrastructure	1,688	13,296			14,984
Buildings, additions and improvements	101,435	7,668	-		109,103
Machinery and equipment	353,602	47,852	-		401,454
Vehicles	74,280	2,387	-		76,667
Total accumulated depreciation	709,880	77,310	<u> </u>	_	787,190
Net capital assets being depreciated	514,240	327,338			841,578
Governmental activities capital assets, net \$	575,810	\$ 327,338	\$ -	\$	903,148
Business-type activities		·	-		
Capital assets not being depreciated					
Land \$	36,000	\$ -	\$ -	\$	36,000
Construction in progress	4,641	<u> </u>	4,641	_	<u> </u>
Total capital assets not being depreciated	40,641		4,641		36,000
Capital assets being depreciated					
Water system	2,097,512	298,268	_		2,395,780
Sewer system	1,804,939	2,059			1,806,998
Total capital assets being depreciated	3,902,451	300,327	<u> </u>		4,202,778
Less accumulated depreciation for					
Water system	546,210	42,346	_		588,556
Sewer system	691,354	36,223			727,577
_	4 007 504	70.500			1.010.100
Total accumulated depreciation	1,237,564	78,569	<u> </u>		1,316,133
Net capital assets being depreciated	2,664,887	221,758	- <u>-</u>	_	2,886,645
Business-type capital assets, net \$	2,705,528	\$ 221,758	\$ 4,641	\$	2,922,645

Capital assets activity of the component unit for the current year was as follows:

		Beginning Balance		Increases	_	Decreases	_	Ending Balance
Component Unit Capital assets not being depreciated								
Land	\$	13,000	\$		\$		\$	13,000
Capital assets being depreciated								
Land improvements		12,581		-		-		12,581
Buildings, additions and improvements		134,471	_	-		134,471		-
Total capital assets being depreciated	_	147,052	_	<u>-</u>	_	134,471		12,581
Less accumulated depreciation for								
Land improvements		503		503		-		1,006
Buildings, additions and improvements		2,421	_	-	_	2,421	_	
Total accumulated depreciation	_	2,924	_	503	_	2,421	_	1,006
Net capital assets being depreciated		144,128	_	(503)	_	132,050		11,575
Component unit capital assets, net	\$	157,128	\$	(503)	\$	132,050	\$	24,575

Depreciation expense was charged to programs of the primary government as follows:

Governmental activities	
General government	\$ 4,882
Public safety	6,187
Public works	14,085
Recreation and culture	11,597
Capital assets held by the government's internal service funds are charged to the various functions based on	
their usage of the assets	 40,559
Total governmental activities	 77,310
Business-type activities	
Sewer	36,223
Water	 42,346
Total business-type activities	 78,569
Total primary government	\$ 155,879



NOTE 6 - CONSTRUCTION COMMITMENT

As of year end, the City had the following construction contract in progress:

		Remaining			
	Cor				
	Total Commitment				
<u>Project</u>	Contract	at Year End	at Year End		
2006 Water Main & Pavement Improvements	\$ 19,500	\$ 14,257	\$ 5,243		

Contract payable at year end represent actual contractor billings and are recorded in both the Local Street Fund and in the Water Fund. The project will be completed in fiscal year 2007.

NOTE 7 - INTERFUND RECEIVABLES, PAYABLE, AND TRANSFERS

The composition of interfund balances is as follows:

Receivable Fund	Payable Fund	An	nount
Due from/to other funds Local Street	Major Street	\$	4,122

The outstanding balances between funds result mainly from the time lag between the dates that 1) interfund goods and services are provided or reimbursable expenditures occur, 2) transactions are recorded in the accounting system, and 3) payments between funds are made.

Advances at year end are as follows:

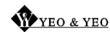
Receivable Fund	Payable Fund	 Amount
Advances due to/from other funds General	Water	\$ 285,000

The advance was made for water main improvements. Annual principal payments of \$25,000 plus 5% annual interest will be made until the advance is paid in full in 2018.

The details for interfund transfers are as follows:

Funds Transferred From	ransferred From Funds Transferred To		Amount		
General Fund	Water Fund	\$	12.400		
Major Street	Local Street	Ψ	24,963		
Street Repair Millage Fund	Local Street		266,323		
Street Repair Millage Fund	Other governmental funds		86,001		
General Fund	Other governmental funds		45,980		
		\$	435,667		

Transfers are used to move unrestricted general fund revenues to finance various programs that the government must account for in other funds in accordance with budgetary authorizations, including amounts provided as subsidies or matching funds for various grant programs. The Street Repair Millage Fund and the Major Street Fund transferred revenues to the Local Street Fund for the construction of roadways. In addition, the Street Repair Millage Fund transferred funds to other governmental funds for the payment of debt.



NOTE 8 - LONG-TERM DEBT

The government issues bonds to provide for the acquisition and construction of major capital projects. General obligation bonds are direct obligations and pledge the full faith and credit of the government. County contractual agreements and installment purchase agreements are also general obligations of the government. Other long-term obligations include compensated absences. Compensated absences are typically liquidated with funds from the General Fund.

Long-term obligation activity is summarized as follows:

	Maturity Date	Interest Rate Ranges	Principal Maturity Ranges	eginning Balance	Additions	Re	eductions	 Ending Balance	e Within ne Year
Governmental activities									
Bonds and notes payable									
General obligation bonds									
2000 Midland Road Bonds	2013	6.00%	\$29,929	\$ 239,432	\$ -	\$	29,929	\$ 209,503	\$ 29,929
2000 Michigan Transportation Bonds	2015	5.35% - 5.60%	\$35,000 - \$60,000	435,000	-		35,000	400,000	35,000
1992 Auburn Drain	2015	5.35% - 5.60%	\$15,000 - \$25,000	 210,000			15,000	 195,000	 15,000
Total bonds payable				884,432	-		79,929	804,503	79,929
Compensated absences				 60,711	8,005		-	 68,716	
Total governmental activities				\$ 945,143	\$ 8,005	\$	79,929	\$ 873,219	\$ 79,929
Business-type activities									
Bonds and notes payable									
General obligation bonds									
Bay County Sewer Bonds	2008	5.50%	\$24,593 - \$27,600	\$ 79,793	\$ -	\$	27,600	\$ 52,193	\$ 27,600



Annual debt service requirements to maturity for the above obligations are as follows:

Year Ending		Governmen	tal A	ctivities	Business-type Activites					
December 31,	F	Principal		Interest	 Principal		Interest			
2007	\$	79,929	\$	46,628	\$ 27,600	\$	3,036			
2008		84,929		41,978	24,593		1,518			
2009		89,929		37,034	-		-			
2010		89,929		31,788	-		-			
2011		94,929		26,512	-		-			
2012-2016		364,858		50,066	 					
	\$	804,503	\$	234,006	\$ 52,193	\$	4,554			

NOTE 9 - RISK MANAGEMENT

The government is exposed to various risks of loss related to property loss, torts, errors and omissions and employee injuries (workers' compensation), as well as medical benefits provided to employees. The government has purchased commercial insurance for all claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

NOTE 10 - EMPLOYEE RETIREMENT AND BENEFIT SYSTEMS

Defined benefit pension plan

Plan description – The government participates in the Michigan Municipal Employees' Retirement System (MERS), an agent multiple-employer defined benefit pension plan that covers all employees of the government. The system provides retirement, disability and death benefits to plan members and their beneficiaries. MERS issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report

may be obtained by writing to MERS at 447 N. Canal Rd., Lansing, Michigan 48917.

Funding policy – The obligation to contribute to and maintain the system for these employees was established by negotiation with the government's competitive bargaining units and requires a contribution from the employees of 3 percent of gross wages for the first \$4,200 of wages earned and 5% thereafter, for full time employees.

Annual pension costs – For year ended 2005, the government's annual pension cost of \$32,006 for the plan was equal to the required and actual contribution. The annual required contribution was determined as part of an actuarial valuation at December 31, 2005, using the entry age normal cost method. Significant actuarial assumptions used include: 1) a 8 percent investment rate of return; 2) projected salary increases of 4.5 percent per year; and 3) 4.5 percent per year cost of living adjustments. Both determined using techniques that smooth the effects of short-term volatility over a four-year period. The unfunded actuarial liability is being amortized as a level percent of payroll on a closed basis. The remaining amortization period is 30 years.

Three year trend information as of December 31, 2005 follows:

	2005	2004	2003
Annual pension cost Percentage of APC contributed	\$ 31,200 \$ 100%	27,769 100%	\$ 25,269 100%
Actuarial value of assets	1,179,536	1,094,054	1,013,511
Actuarial accrued liabilities	1,353,218	1,306,460	1,211,283
Unfunded AAL	173,682	212,406	197,772
Funded ratio	87.0%	84.0%	84.0%
Covered payroll	321,788	327,134	307,741
UAAL as a percentage of covered payroll	54%	65%	64%



NOTE 11 - CONTINGENT LIABILITIES

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the government expects such amounts, if any, to be immaterial.



Required Supplemental Information

Budgetary Comparison Schedule

General Fund

	Budgeted Amounts						O	Actual ver (Under) Final
		Original		Final		Actual		Budget
Revenues Taxes Property taxes	\$	455,742	\$	457,042	\$	461,939	\$	4,897
Penalties and interest	*	3,003	Ψ	5,090	*	4,911	*	(179)
Administration fee		5,000		5,800		5,834		34
Licenses and permits		20,900		20,900		20,196		(704)
State revenue sharing		192,000		192,000		189,884		(2,116)
Charges for services		105,500		107,700		108,879		1,179
Fines and forfeitures		1,000		1,000		692		(308)
Interest income		10,000		14,000		25,461		11,461
Rental income		4,000		5,100		5,629		529
Other revenue		44,600		13,300		35,507		22,207
Total revenues		841,745		821,932		858,932		37,000
Expenditures								
General government								
Township board		4,900		4,900		4,421		(479)
Manager		86,560		86,560		80,771		(5,789)
Audit		2,000		2,200		2,005		(195)
Board of review		500		800		407		(393)
Treasurer		50,245		46,245		43,419		(2,826)
Assessor		16,000		18,356		13,843		(4,513)
Elections		11,460		13,740		10,255		(3,485)
Buildings and grounds		40,600		37,600		31,375		(6,225)
Attorney		2,500	_	2,500		350		(2,150)
Total general government		214,765		212,901		186,846		(26,055)

Required Supplemental Information

Budgetary Comparison Schedule General Fund

	Budgeted Amounts Original Final				 Actual	Actual Over (Under) Final Budget	
Public safety Police Fire department	•	6,825 8,000		825 000	\$ 177,308 57,615	\$	(9,517) (385)
Total public safety	244	4,825	244	825	 234,923		(9,902)
Public works Department of public works Sidewalks Street lighting Sanitary land fill	30 22	5,150 0,800 2,000 2,000	37	650 500 000 000	 62,087 34,194 21,268 101,254		(7,563) (3,306) (732) (746)
Total public works	209	9,950	231	150	 218,803		(12,347)
Community and economic development Planning Zoning		7,600 1,300 8,900	1	200 300 500	 6,278 797 7,075		(1,922) (503) (2,425)
Total community and economic development Recreation and culture		0,900		300	 7,075		(2,425)
Parks and recreation	70	0,400	62	800	 63,036		236
Other functions Contingency		2,700			 		
Capital outlay	65	5,000	52	000	 46,747		(5,253)
Transfers out	56	6,700	58	800	 58,381		(419)
Total expenditures	873	3,240	871	976	 815,811		(56,165)
Excess (deficiency) of revenues over expenditures	(3	1,495)	(50	044)	43,121		93,165
Fund balance - beginning of year	828	8,51 <u>4</u>	828	514	 828,514		
Fund balance - end of year	\$ 797	7,019	\$ 778	470	\$ 871,635	\$	93,165

Required Supplemental Information

Budgetary Comparison Schedule

Major Street Fund

	Budgeted Amounts Original Final					Actual	Actual Over (Under) Final Budget	
Revenues State revenue sharing	\$	100,000	\$	100,000	\$	99,851	\$	(149)
Other state grants		4,000		4,000		2,108		(1,892)
Interest income Other revenue		500		500		512 103		12 103
Transfers in		130,000		-		-		-
Total revenues		234,500		104,500		102,574		(1,926)
Expenditures Current								
Public works		75,260		75,680		61,440		(14,240)
Capital outlay		130,000		90,000		78,141		(11,859)
Transfers out		25,000		25,000		24,963		(37)
Total expenditures		230,260		190,680		164,544		(26,136)
Excess (deficiency) of revenues over expenditures		4,240		(86,180)		(61,970)		24,210
Fund balance - beginning of year	_	114,510		114,510		114,510		
Fund balance - end of year	\$	118,750	\$	28,330	\$	52,540	\$	24,210

Required Supplemental Information

Budgetary Comparison Schedule

Local Street Fund

	Budgeted Amounts Original Final					Actual	Actual Over (Under) Final Budget		
Revenues									
State revenue sharing	\$	41,000	\$	41,000	\$	40,281	\$	(719)	
Other state grants		2,500		2,500		4,280		1,780	
Interest income Other revenue		50 -		50 -		102 148		52 148	
Transfers in		105,000		325,000		291,286		(33,714)	
Total revenues		148,550		368,550		336,097		(32,453)	
Expenditures									
Current Public works		96 010		105 210		00 210		(17 000)	
Capital outlay		86,010 80,000		105,310 280,000		88,310 259,409		(17,000) (20,591)	
Total expenditures	_	166,010		385,310		347,719		(37,591)	
Excess (deficiency) of revenues over expenditures		(17,460)		(16,760)		(11,622)		5,138	
Fund balance - beginning of year		30,839		30,839		30,839		-	
Fund balance - end of year	\$	13,379	\$	14,079	\$	19,217	\$	5,138	

Required Supplemental Information

Budgetary Comparison Schedule

Street Repair Millage Fund

		Budgeted	l Am			Actual		Actual er (Under) Final
	_	Original	Final			Actual		Budget
Revenues								
Taxes Interest income	\$	240,000 1,000	\$ 	240,000 1,000	\$ 	244,442 6,348	\$ —	4,442 5,348
Total revenues		241,000		241,000		250,790		9,790
Expenditures Current								
Public works		25		25		_		(25)
Transfers out		296,550		386,550	_	352,323		(34,227)
Total expenditures		296,575		386,575		352,323		(34,252)
Excess (deficiency) of revenues over expenditures		(55,575)		(145,575)		(101,533)		44,042
Fund balance - beginning of year		327,413		327,413		327,413		
Fund balance - end of year	\$	271,838	\$	181,838	\$	225,880	\$	44,042

Other Supplemental Information

Combining Balance Sheet

Nonmajor Governmental Funds

June 30, 2006

	Spec Reve Fu	enue		Deb	t Service Fun	ds	_		
	Build Inspe	•	2000 Midland Roa Bonds	ad T — –	2000 Michigan ransportation Bonds		1992 Auburn Drain		Total Nonmajor overnmental Funds
Assets Cash and cash equivalents Receivables	\$	9,811	\$ 2	20 \$	20	\$	3,252	\$	13,103
Customers		203			-	_	<u>-</u>		203
Total assets	<u>\$</u>	10,014	\$ 2	<u>20 \$</u>	20	<u>\$</u>	3,252	<u>\$</u>	13,306
Fund Balances Reserved for: Debt service Unreserved	\$	-	\$ 2	20 \$	20	\$	3,252	\$	3,292
Undesignated		10,014						_	10,014
Total fund balances	\$	10,014	\$ 2	20 \$	20	\$	3,252	\$	13,306



Other Supplemental Information

Combining Statement of Revenues, Expenditures and Changes in Fund Balances

Nonmajor Governmental Funds

	Re	oecial evenue -und		Ω				
		uilding pection	Midlan	2000 2000 Michigan Midland Road Transportation Bonds Bonds Bonds		1992 Auburn Drain	Total Nonmajor overnmental Funds	
Revenues Licenses and permits Interest income	\$	413 12	\$	- -	\$	- -	\$ - 75	\$ 413 87
Total revenues		425				_	 75	500
Expenditures Current Public safety Debt service Principal retirement Interest and fiscal charges		3,944 - -		- 15,000 11,818		- 35,000 24,183	- 29,929 15,802	3,944 79,929 51,803
Total expenditures		3,944		26,818		59,183	 45,731	 135,676
Deficiency of revenues under expenditures		(3,519)		(26,818)		(59,183)	 (45,656)	 (135,176)
Other financing sources Transfers in				26,818		59,183	45,980	131,981
Net change in fund balance		(3,519)		-		-	324	(3,195)
Fund balance - beginning of year		13,533		20		20	 2,928	16,501
Fund balance - end of year	<u>\$</u>	10,014	\$	20	\$	20	\$ 3,252	\$ 13,306

Other Supplemental Information

Component Unit - Downtown Development Authority

Budgetary Comparison Schedule

	Budgeted Amounts Original Final				Actual	Actual Over (Under) Final Budget		
Revenues Taxes Interest income Sale of fixed assets	\$ 155,0 1,0 		\$ 155,000 1,000 -	\$	177,818 12,806 57,889	\$	22,818 11,806 57,889	
Total revenues	156,0	00	156,000		248,513		92,513	
Expenditures Current Community and economic development Capital outlay	7,9 104,7		7,900 104,700		5,611 230,265		(2,289) 125,565	
Total expenditures	112,6	00	112,600		235,876		123,276	
Excess (deficiency) of revenues over expenditures	43,4	00	43,400		12,637		(30,763)	
Fund balance - beginning of year	431,9	<u>52</u>	431,952	_	431,952			
Fund balance - end of year	\$ 475,3	52	\$ 475,352	\$	444,589	\$	(30,763)	

Component Unit - Downtown Development Authority

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities

For the Year Ended June 30, 2006

Net change in fund balances - Total governmental funds

\$ 12,637

Total change in net assets reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Depreciation expense Sale of capital assets (503) (132,050)

Change in net assets of governmental activities

\$ (119,916)



City of Auburn
Other Supplemental Information
Schedule of Indebtedness
June 30, 2006

Description	Interest Rate	Date of Maturity		mount of Annual Maturity		Interest	 nterest	Total
Governmental Activities								
2000 Midland Road Bonds	5.35% 5.40% 5.45% 5.50% 5.50% 5.55% 5.60% 5.60%	2007 2008 2009 2010 2011 2012 2013 2014 2015	\$	15,000 20,000 20,000 20,000 20,000 25,000 25,000 25,000 25,000	\$	5,374 4,973 4,433 3,888 3,338 2,788 2,094 1,400 700	\$ 5,374 4,973 4,433 3,888 3,338 2,788 2,094 1,400 700	\$ 25,748 29,946 28,866 27,776 26,676 30,576 29,188 27,800 26,400
			<u>\$</u>	195,000	<u>\$</u>	28,988	\$ 28,988	\$ 252,976
2000 Michigan Transportation Bonds	5.35% 5.40%	2007 2008	\$	35,000 35,000	\$	11,026 10,090	\$ 11,026 10.090	\$ 57,052 55,180
	5.45%	2009		40,000		9,145	9,145	58,290
	5.50%	2010		40,000		8,055	8,055	56,110
	5.50%	2011		45,000		6,955	6,955	58,910
	5.55%	2012		45,000		5,718	5,718	56,436
	5.55%	2013		45,000		4,469	4,469	53,938
	5.60%	2014		55,000		3,220	3,220	61,440
	5.60%	2015		60,000		1,680	 1,680	 63,360
			\$	400,000	\$	60,358	\$ 60,358	\$ 520,716

City of Auburn Other Supplemental Information Schedule of Indebtedness June 30, 2006

Description	Interest Rate	Date of Maturity	mount of Annual Maturity	Interest	 Interest	Total
Governmental Activities						
Auburn Drain Contract	6.00% 6.00% 6.00% 6.00% 6.00% 6.00%	2007 2008 2009 2010 2011 2012 2013	\$ 29,929 29,929 29,929 29,929 29,929 29,929 29,929	\$ 6,914 5,926 4,939 3,951 2,963 1,976 988	\$ 6,914 5,926 4,939 3,951 2,963 1,976 988	\$ 43,757 41,781 39,807 37,831 35,855 33,881 31,905
Business-type Activities Bay County Sewer Bonds	5.50% 5.50%	2007 2008	\$ 27,600 24,593 52,193	\$ 1,518 759 2,277	\$ 1,518 759 2,277	\$ 30,636 26,111 56,747



October 30, 2006

To City Council City of Auburn

In planning and performing our audit of the financial statements of the City of Auburn for the year ended June 30, 2006, we considered the City's internal control system to determine our auditing procedures for the purposes of expressing an opinion on the financial statements and not to provide assurance on the internal controls.

However, during our audit, we became aware of matters that are opportunities for strengthening internal controls and operating efficiency. The following summarizes our comments regarding those matters. This letter does not affect our report dated September 22, 2006, on the financial statements of the City of Auburn.

Status of Prior Year Comments

We have reviewed the status of comments and recommendations made in the prior year. The status of prior year comments is as follows:

	Implemented/ Situation	Progress	Situation Still
<u>Comment</u>	Corrected	<u>Made</u>	<u>Exists</u>
All checks written to replenish petty cash should not be made out to cash but rather to a specific individual.	Х		
Check payments received at the City were not immediately stamped 'For Deposit Only'.	Х		
Someone other than the individual performing the bank reconiliation should receive the bank statements unopened and monitor cancelled checks and or check images for alterations or unusual endorsements.	X		
Council minutes were not stored in an electronic format. Additional time was spent trying to locate the meeting minutes.	Х		

Comments for the current year

Cash Collections

During the audit, we observed the City Clerk/Treasurer collecting cash and checks from customers and placing the cash or checks on the desk amongst all her files and documents. The cash was eventually placed into an envelope, but not in a timely manner. We recommend the City purchase a cash drawer to put the money into during the day while collecting cash and checks. Also, as part of this process the payment method should be indicated on the receipt at time of collection. We further recommend that at the end of the day, the cash receipts be reconciled with the drawer and a deposit slip completed. If the deposit is not made the same day, we recommend that the money be stored in the safe. This will help safeguard cash and protect the City Clerk/Treasurer from any potential allegations.

We will review the status of these comments during our next audit engagement. We have already discussed these comments and suggestions with City personnel. We will be pleased to discuss these items in further detail at your convenience, to perform any additional study of these matters or to assist you in implementing the recommendations.

Very truly yours,

YEO & YEO, P.C. CPAs and Business Consultants

Michael Gensel

Michael Gensch